

What is claimed is:

1. A method of dispensing and administering medications and issuing medical/surgical supplies using a device communicating with a central database comprising the steps of:
 - (a) inputting information about a patient to the device for whom at least one medication may be dispensed and administered;
 - (b) dispensing the at least one medication to the patient by inputting information about the at least one medication to the device;
 - (c) saving the at least one medication to the patient selected;
 - (d) inputting information about a patient to the device for whom at least one medical/surgical supply may be issued;
 - (e) issuing the at least one medical/surgical supply to the patient by inputting information about the at least one medical/surgical supply to the device; and
 - (f) saving the at least one medical/surgical supply to the patient selected.
2. The method as claimed in claim 1 wherein the saving step (c) results in the automatic deduction of the at least one medication from an inventory list saved on the central database.
3. The method as claimed in claim 2 wherein the automatic deduction triggers an automatic reordering of the at least one medication from the central database if the automatic deduction results in the inventory listing for that medication being less than a predetermined level assigned on the database for that medication.
4. The method as claimed in claim 3 wherein the saving step results in the automatic charging of the cost of the at least one medication to an invoice saved on the central database for the patient selected.
5. The method as claimed in claim 4 wherein the saving step (f) results in the automatic deduction of the at least one medical/surgical supply from an inventory list saved on the central database.
6. The method as claimed in claim 5 wherein the automatic deduction triggers an automatic reordering of the at least one medical/surgical supply from the central database if the automatic deduction results in the inventory listing for that medical/surgical supply being less than a predetermined level assigned on the database for that medical/surgical supply.

7. The method as claimed in claim 6 wherein the saving step results in the automatic charging of the cost of the at least one medical/surgical supply to an invoice saved on the central database for the patient selected.

8. The method as claimed in claim 7 additionally comprising the step of logging the user onto the central database by inputting information to the device.

9. The method as claimed in claim 8 wherein the step of logging the user onto the central database is accomplished by scanning a user barcode assigned to the user.

10. The method as claimed in claim 8 wherein the step of logging the user onto the central database is accomplished by typing a user ID and password on a menu of the device.

11. The method as claimed in claim 8 wherein the step of dispensing the at least one medication to the patient is done by scanning bar codes associated with the at least one medication.

12. The method as claimed in claim 8 wherein the step of dispensing the at least one medication to the patient is done by selecting the at least one medication from a menu on the device.

13. The method as claimed in claim 8 wherein the step of issuing the at least one medical/surgical supply to the patient is done by scanning bar codes associated with the at least one medical/surgical supply.

14. The method as claimed in claim 8 wherein the step of issuing the at least one medical/surgical supply to the patient step is done by selecting the at least one medical/surgical supply from a menu on the device.

15. A method of issuing medical/surgical supplies using a device capable of dispensing and administering medication and issuing medical/surgical supplies in communication with a central database, comprising the steps of:

- (a) recording the identity of the supply location;
- (b) selecting a patient for whom at least one medical/surgical supplies will be issued;
- (c) issuing at least one medical/surgical supply; and
- (d) saving the at least one medical/surgical supply to the patient selected.

16. The method as claimed in claim 15 wherein the saving step results in the automatic deduction of the at least one medical/surgical supply from an inventory list saved on the central database.

17. The method as claimed in claim 16 wherein the automatic deduction triggers an automatic reordering of the at least one medical/surgical from the central database if the automatic deduction results in the inventory listing for that supply being less than a critical level assigned on the database for that supply.

18. The method as claimed in claim 17 wherein the saving step results in the automatic charging of the cost of the at least one medical/surgical supply to an invoice saved on the central database for the patient selected.

19. The method as claimed in claim 18 additionally comprising the step of logging the user onto the central database through a menu on the device.

20. The method as claimed in claim 19 wherein the step of logging the user onto the central database is accomplished by scanning a user barcode assigned to the user.

21. The method as claimed in claim 19 wherein the step of logging the user onto the central database is accomplished by typing a user ID and password on a menu of the device.

22. The method as claimed in claim 18 wherein the step of recording the identity of the supply location is done by scanning a bar code associated with the supply location.

23. The method as claimed in claim 18 wherein the step of selecting a patient for whom at least one medical/surgical supply will be issued is done by selecting a patient from a menu of the device.

24. The method as claimed in claim 18 wherein the step of issuing at least one medical/surgical supply is done by scanning bar codes associated with the at least one medical/surgical supply to be issued.

25. The method as claimed in claim 18 wherein the step of issuing the at least one medical/surgical supply is done by selecting the at least one medical/surgical supply from a menu on the device.

26. A method of issuing medical/surgical supplies using a device capable of dispensing and administering medication and issuing medical/surgical supplies in communication with a central database, comprising the steps of:

- (a) recording the identity of the supply location;
- (b) inputting information about a patient to the device for whom at least one medical/surgical supply will be issued;
- (c) selecting a supply folder from a menu of the device;
- (c) issuing at least one medical/surgical supply; and
- (d) saving the at least one medical/surgical supply to the patient selected.

27. The method as claimed in claim 26 wherein the saving step results in the automatic deduction of the at least one medical/surgical supply from an inventory list saved on the central database.

28. The method as claimed in claim 23 wherein the automatic deduction triggers an automatic reordering of the at least one medical/surgical supply from the central database if the automatic deduction results in the inventory listing for that supply being less than a critical level assigned on the database for that supply.

29. The method as claimed in claim 28 wherein the saving step results in the automatic charging of the cost of the at least one medical/surgical supply to an invoice saved on the central database for the patient selected.

30. The method as claimed in claim 29 additionally comprising the step of logging the user onto the central database through a menu on the device.

31. The method as claimed in claim 30 wherein the step of logging the user onto the central database is accomplished by scanning a user barcode assigned to the user.

32. The method as claimed in claim 30 wherein the step of logging the user onto the central database is accomplished by typing a user ID and password on a menu of the device.

33. The method as claimed in claim 30 wherein the step of recording the identity of the supply location is done by scanning a bar code associated with the supply location.

34. The method as claimed in claim 30 wherein the step of inputting information about a patient is done by selecting a patient from a menu of the device.

35. The method as claimed in claim 30 wherein the step of issuing at least one medical/surgical supply is done by scanning bar codes associated with the at least one medical/surgical supply.

36. The method as claimed in claim 30 wherein the step of issuing at least one medical/surgical supply is done by selecting the at least one medical/surgical supply from a menu of the device.

37. A method of dispensing and administering medication and issuing medical/surgical supplies using a device in communication with a central database, comprising the steps of:

- (a) selecting a patient from the menu of the device for whom at least one medication will be issued;
- (b) selecting a medication folder from a menu of the device for whom at least one medication will be dispensed and administered;
- (c) inputting information to the device about the at least one medication to be dispensed and administered;
- (d) scanning a patient ID bar code associated with the selected patient;
- (e) saving the at least one medication to the patient selected;
- (f) recording the identity of a supply location;
- (g) selecting a patient from a menu of the device for whom at least one medical/surgical supply will be issued;
- (h) selecting a supply folder from a menu of the device;
- (i) issuing at least one medical/surgical supply; and
- (j) saving the at least one medical/surgical supply to the patient selected.

38. The method as claimed in claim 37 wherein the saving step (e) results in the automatic deduction of the at least one medication from an inventory list saved on the central database.

39. The method as claimed in claim 38 wherein the automatic deduction triggers an automatic reordering of the at least one medication from the central database if the automatic deduction results in the inventory listing for that medication being less than a critical level assigned on the database for that medication.

40. The method as claimed in claim 39 wherein the saving step (e) results in the automatic charging of the cost of the at least one medication to an invoice saved on the central database for the patient selected.

41. The method as claimed in claim 40 wherein the saving step results in the automatic deduction of the at least one medical/surgical supply from an inventory list saved on the central database.

42. The method as claimed in claim 41 wherein the automatic deduction triggers an automatic reordering of the at least one medical/surgical supply from the central database if the automatic deduction results in the inventory listing for that supply being less than a critical level assigned on the database for that supply.

43. The method as claimed in claim 42 wherein the saving step results in the automatic charging of the cost of the at least one medical/surgical supply to an invoice saved on the central database for the patient selected.

44. The method as claimed in claim 43 additionally comprising the step of logging the user onto the central database through a menu on the device.

45. The method as claimed in claim 44 wherein the step of logging the user onto the central database is accomplished by scanning a user barcode assigned to the user.

46. The method as claimed in claim 44 wherein the step of logging the user onto the central database is accomplished by typing a user ID and password on a menu of the device.

47. The method as claimed in claim 43 wherein the step of inputting information to the device about at least one medication to be dispensed and administered is done by scanning bar codes associated with the at least one medication.

48. The method as claimed in claim 43 wherein the step of inputting information to the device about at least one medication to be dispensed and administered is done by selecting the at least one medication from a menu of the device.

49. The method as claimed in claim 43 wherein the step of recording the identity of a supply location is done by scanning with a device a bar code associated with the supply location.

50. The method as claimed in claim 43 wherein the step of issuing at least one medical/surgical supply is done by scanning bar codes associated with the at least one medical/surgical supply.

51. The method as claimed in claim 43 wherein the step of issuing at least one medical/surgical supply is done by scanning bar codes associated with the at least one medical/surgical supply.

52. A device for dispensing and administering medications and issuing medical/supply items comprising:

a barcode scanner for reading information;

a touch screen;

a radio communications unit for transmitting information; and

a processor in communication with said scanner, touch screen and communications unit, said processor being programmed to enable the device to perform the following functions: dispensing medications, administering medications and issuing medical/surgical supplies.

53. An administration system for dispensing and administering medications, issuing medical/surgical supplies, tracking, inventory, maintenance, and billing and restocking medications and medical/surgical supplies comprising:

a central database;

at least one real-time device capable of receiving information associated with medications and medical/surgical supplies and communicating via radio frequency information;

at least one radio frequency access point for receiving radio frequency communications from the at least one real-time device and communicating the radio frequency communications to the central database;

a decentralized storage location for dispensing medications;

a decentralized storage location for issuing medical/surgical supplies; and

a centralized system, responsive to the central database, for generating restocking packages.